THE

UNIVERSAL CHRISTIAN COUNCIL

FOR

LIFE AND WORK

(STOCKHOLM)

CONSTITUTION AND BYE-LAWS

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Geneva, Switzerland

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CONSTITUTION

1. **Name.**

The name of the organisation shall be :—

THE UNIVERSAL CHRISTIAN COUNCIL FOR LIFE AND WORK (Stockholm Movement).

2. **Objects.**

The objects of the Council shall be :

(*a*) To perpetuate and strengthen the fellowship between the Churches in the application of Christian ethics to the social problems of modern life.

(*b*) To maintain and develop the Institute established in Geneva.

(*c*) With this object in view, to gather information regarding the methods of co-operation among the Churches in the various countries for the objects which are the concern of the Conference, to take counsel with them as to methods of closer co-operation, to facilitate the formation of agencies for social work within the Churches in countries where they do not now exist, and to issue such publications as will serve to keep the Churches informed regarding the work of the Council and other matters which may be germane to the purpose for which the Council exists.

(*d*) To convene Christian conferences on Life and Work at such times as the Council may determine.

3. **Composition of the Council.**

The Council shall consist of representatives of the five Sections to be called :

1. The Orthodox Section.
2. The Continental European Section.
3. The British Section.
4. The American Section.
5. Section representing Churches not otherwise included,

and shall be international in character and as widely representative as possible, both geographically and denominationally.

The Sections shall be the constituent bodies of the Council, and shall be in each case responsible for their own organisation.

The Sections shall be composed of representatives of the Churches, and co-opted members as provided below. The number of representatives on the Council from each Section shall be determined by the Council, which shall confirm the nominations thus made.

Each Section shall have the right to nominate one or more substitutes for each of its members on the Council.

In order to secure the co-operation of other groups working in the spirit of Stockholm it is desirable that in the Sections themselves there should be freedom to co-opt persons from such groups, while providing for a fair representation of women and of youth, as well as of the industrial world (employers and employees etc.). Each Section shall determine its own organisation, including procedure, method of representation of Churches, appointment of officers, and the number of co-opted members, (which should bear a due proportion to the number of representatives of the Council).

4. **Membership.**

(*a*) Representatives of the Sections.

The Council shall consist of 100 members selected as follows :—

1. The Orthodox Section	18	members
2. The Continental European Section ..	30	»
3. The British Section	18	»
4. The American Section	19	»
5. Section representing Churches not otherwise included	15	»
	100	»

(*b*) Chairmen of standing commissions not otherwise members of the Council.

(*c*) Members not exceeding ten in number who may be co-opted from international Christian organisations.

(*d*) Consultative members, not exceeding ten in number, who may be appointed by the Council as it shall determine.

5. **Officers.**

1. *Presidents* :— The President of each Section shall be nominated by the Section itself, which nominations shall be confirmed by the Council.

(*Note*. It is understood that, until otherwise determined,

the President of the Orthodox Section will be the Œcumenical Patriarch, and the President of the British Section will be the Archbishop of Canterbury, who may in each case appoint a representative to act on his behalf. Such representatives shall hold the position and exercise the powers of a President.)

2. *Vice-Presidents* :— A Vice-President or Vice-Presidents shall be nominated by each Section and will act in the absence of the President. These nominations shall be confirmed by the Council.

3. *Chairman* :—The Presidents shall preside in rotation over the administrative work of the Council and of the Executive, as Chairman, for two years. If the President shall be unable to act, the Vice-President of the same Section shall act in his place.

4. *Treasurer* :— The Council shall elect a Treasurer to hold office for the same period as the Chairman, and be eligible for re-election.

5. *Secretariat* :— The Council shall elect a Secretariat which will be responsible for the work of the Council.

6. **Committees and Commissions.**

1. *Executive Committee.*

The Council shall elect from its own membership an Executive Committee composed as follows :—

(*a*) The Presidents, the principal Secretaries including the Director of the Research Department and the Treasurer of the Council.

(*b*) The Secretaries of the Sections.

(*c*) Two members nominated from each Section (three from European Section) and confirmed by the Council.

(*d*) Three co-opted members.

(*e*) Chairmen of standing commissions.

The Executive Committee shall be elected every two years.

2. *Administrative Committee*

(*Note.* At its Geneva meeting, August 1932, the Council decided to create an *Administrative Committee*, « subject to the direction of the Council and the existing rules with

regard to the joint Presidents », composed of a chairman and four members. At Fanö, August 1934, the Council enlarged the Administrative Committee to a total of six members and three substitutes. The General Secretary was asked to sit with the Administrative Committee as secretary, the Director of the Research Department, the Chairman of the Finance Committee, the Chairman of the Advisory Commission on Research and the Honorary Lecturer as regular advisers.)

3. *Commissions.*

The Council shall appoint such commissions and committees as seem necessary to carry on the various branches of its work.

7. **Finance.**

The Council shall not attempt to raise or administer funds except for the expenses that are necessary for the proper discharge of its duties, but shall be authorised to seek contributions for this purpose.

8. **Amendments.**

Any amendment to this Constitution must be proposed by the Executive Committee and confirmed by a two-thirds vote of the members present and voting at the following meeting of the Council.

Any such decision so voted shall not take effect for three months after the issue of the Minutes, so as to give opportunity for consideration by the Churches represented. Should any objection be made, and sustained by the Section concerned, the matter shall be re-considered at the next meeting of the Council.

BYE-LAWS

The Council may make and alter bye-laws for the conduct of its business.

Until altered by the Council, the bye-laws set out in the schedule hereto shall be the Bye-laws of the Council.

These Bye-laws shall regulate procedure at sessions of the Council, and also, in so far as they are applicable, at sessions of the Executive Committee.

I. **Meetings.**

1. The Council shall meet every two years, unless otherwise determined by the Executive Committee, the place and time being decided by the Council, or, if necessary, by the Executive Committee.

2. The Executive Committee shall meet at least once a year unless otherwise determined.

3. Each Section shall meet as often as is convenient in the interval between the meetings.

4. A quorum of the Council shall be forty voting members, provided that at least four Sections are represented.

5. A quorum of the Executive Committee shall consist of twelve members.

6. If at any time it is desired by twenty members to hold a supplementary meeting of the Council, these members, representative of at least two Sections, may petition the General Secretary to take a poll, and, if the majority of the members of the Council concur with this request, a special session shall be summoned.

7. The meetings of the Council shall be summoned, and the Agenda drawn up, by the General Secretary in consultation with the Chairman.

8. The Agenda shall be circulated at least one month before the date fixed for the opening of the Session.

In order to appear on the Agenda of the Council, any question must be submitted to the General Secretary two months before the meeting of the Council.

Any ten members of the Council or any Commission shall have the right to bring before the Council a question which has not been included in the Agenda. Its inclusion or otherwise shall be decided by the Council without discussion.

9. A report from each Section of the work accomplished during the preceding two years shall be given at each ordinary meeting of the Council.

10. Some special subject of vital moral importance shall be chosen by the Executive Committee for special discussion at each meeting of the Council.

II. **Rules of Procedure.**

1. The Chairman shall announce the opening, suspension and adjournment of the meeting ; lead the work, assure the observance of the Standing Orders ; grant the right to speak, declare the debates closed ; put questions to the vote, and announce the result of the voting. The decision of the Chairman is final, and cannot be altered except by the vote of two-thirds of those members present when the decision is given.

2. The Chairman shall permit the discussion of only those matters of which due notice has been given to the Executive Committee, and which accordingly have been put on the Agenda, unless two-thirds of the members voting decide otherwise.

3. All motions and amendments must be proposed and seconded, then handed to the Chairman in writing and read aloud before the question is put to the vote. If requested, copies shall be distributed to the delegates present before the vote is taken.

4. No delegate shall speak more than once on the same motion or amendment without the permission of the Chairman, provided always that the mover shall have the right to reply.

5. In the event of there being more than one motion on the Agenda relating to the same subject, the Chairman shall decide in which order they shall be considered.

6. Part of a proposal shall be voted on separately, if a delegate request that the proposal be divided.

7. Any delegate may at any time move the closure of the debate whether any other delegate has signified his wish to speak or not. If application is made for permission to speak against the closure, it may be granted to not more than two speakers. If this motion be adopted by a majority, the Chairman shall declare the debate closed.

III. **Time Limit.**

No speech except those of the *rapporteurs* of the Commissions shall occupy more than ten minutes except with the permission of the Chairman, who may allow an additional five minutes, but no more, without concurrence of the Council. If the Chairman considers that a question has

been sufficiently debated, he may reduce the time limit to five minutes.

IV. **Putting the Motion.**

1. All motions put to the Committee shall be decided by a simple majority vote.

2. The Council shall determine its vote by a show of hands, unless a ballot be demanded.

3. Motions for adjournment or for reference to a Committee shall have precedence over all other matters.

4. When an amendment is proposed it shall be voted on first, and, if adopted, the amended proposal becomes a substantive motion.

V. **Languages.**

1. Motions and amendments of which due notice has been given shall be presented and read in the English, French, and German languages.

2. Speeches delivered in one of the three languages shall be, if desired, translated into the other two. The Secretary shall make arrangements for such translations, and it shall be the duty of the Chairman to see that they are regularly made. A delegate may speak in some language other than English, French or German, but on the condition that he arrange for the translation of his speech into one of the three official languages.

VI. **Religious Services.**

All Sessions of the Council shall open and close with some form of worship.

VII. **Admission of Outsiders.**

Only delegates of the Council properly appointed or elected shall be entitled to be present and take part in the proceedings of the Council, but the General Secretary is authorised to give cards of admission to any persons interested in the work, and, with the consent of the Chairman, such persons may speak.

VIII. **Minutes.**

1. A record of the proceedings of each Session of the Council and of the Executive Committee shall be kept by the General Secretary with such help as he may require. These Minutes shall be submitted during the said meetings, amended where necessary and approved by the Committee, with the exception of those of the last Session which shall be approved by the President.

2. No motion or discussion shall be allowed on the Minutes except as to their accuracy, and any objection on that ground must be made by motion and decided by show of hands.

3. These Minutes shall be printed immediately after the close of the meeting and after proofs have been submitted for approval by the President.

4. All the decisions of a meeting shall be approved of in their final form before adjournment unless authority for approval be delegated to the Chairman and General Secretary.

IX. **Commissions.**

1. No Commission shall hold meetings during the sessions of the Council. During the Council Sessions the Commissions, if they need to hold a meeting, shall arrange the times of their sessions in consultation with the Chairmen of the respective Commissions and the General Secretary.

2. The Council shall receive a full report from each of its Commissions at its meetings. These reports shall be sent two months before the meeting of the Council to the General Secretary for presentation to the Council, but additional reports may be presented if submitted to the General Secretary at least 24 hours before they are discussed.

3. In the interval between meetings of the Council, the Chairman of each Commission shall send in a report of his Commission to each annual meeting of the Executive Committee.

4. A Commission shall not issue any publication in the name of Life and Work without the previous sanction of the Council or, in an emergency, of the Executive Committee. To secure such sanction an indication must be given of the nature and the contents of the proposed volume. This will enable

the Executive Committee to advise the Council whether an unconditional sanction shall at once be given, or whether it shall be submitted to the Council for its judgment.

5. Each Commission shall in good time prior to the meeting of the Council render an account to the Treasurer and the President of the Finance Committee of the money sent to it during the year.

6. The Chairman of each Commission shall provide the President of the Finance Committee with an estimate of the expenses of his Commission for the following year at each annual meeting of the Executive Committee.

7. The Secretary of a Commission in consultation with the Chairman shall notify each member at least three weeks prior to each meeting of the Commission, and shall forward at the same time the Agenda for that meeting.

8. Commissions shall have the right to co-opt such persons as they deem necessary, subject to confirmation by the Executive Committee.

9. The Report of each Commission shall be presented to the Council by its Chairman or Vice-Chairman, or, in his absence, by a member of the Commission appointed by the Chairman.

X. **Executive Committee.**

The Executive Committee shall present a full report to each Meeting of the Council.

XI. **Emergency Action.**

The Presidents and the General Secretary shall be given authority to decide any matters that may require to be handled between the meetings of the Council when it is not possible to call together the Administrative Committee or the Executive Committee, such actions to be reviewed at the first meeting of the Executive Committee.

XII. **Secretariat.**

The Secretariat shall be responsible for all work with which it may be entrusted by the Council.

(*Note.* The allocation of duties between the General Secretary for Administration, the General Secretary for

Education and Extension and the Director of the Research Department, as defined by the Council at Chexbres, 1930, was modified at the meeting of the Council held at Geneva, 1932, by the appointment of a single General Secretary and the election of an Honorary Lecturer.)

1. *General Secretary.*

Subject to the direction of the Council his duties will include.

A. *Administrative work connected with :—*

(*a*) The Council, the Executive Committee and the Administrative Committee ; reports ; agenda ; minutes, etc.; publications other than those under the direction of the Director of the Research Department.

(*b*) Administrative relations between the Sections and between the Commissions.

(*c*) Finance *; arrangement of office, staff, etc.

(*d*) General correspondence.

(*e*) All matters of administration which need decision in the intervals between the meetings of the Council, the Executive Committee or the Administrative Committee (subject to Bye-law No. XI).

B. *Education and Extension.*

(*a*) Contacts with Churches in Geneva, in Europe and elsewhere.

(*b*) Contacts with Universities, theological faculties, student groups, and other cultural bodies.

(*c*) Cultivation of relations with international and allied organisations.

(*d*) Organisation of propaganda including lectures, information for the secular and religious press, and other less formal methods of making known the ideals and activities of the Universal Christian Council **.

(**Note.* Minutes of the Council, Geneva, 1932 : « That the General Secretary, while sharing in the framing of the Budget, should have no responsibility for the finances of the Council, but that subject to the Council's direction all expenditure should be controlled by the Chairman of the Finance Committee.)

(***Note.* In electing an Honorary Lecturer, it was anticipated that he would be « making journeys for this purpose from time to time and continuing to give his witness to the Stockholm Movement by word and by pen », thus carrying, in consultation and together with the General Secretary, the responsibilities mentioned under B.)

2. *A Director of the Research Department.*

(This office, assisted by the appointment of an Associate Director, may be in the future arranged in co-operation with some other Christian international organisation or organisations in Geneva.)

Subject to the direction of the Council and in consultation with the General Secretary his duties will include :

(*a*) Organisation of study and collection of information on subjects specified by the Advisory Commission on Research.

(*b*) Publication of results in such form as, in consultation with the Commission, he may determine.

(*c*) Supply of information in regard to such results in collaboration with the General Secretary.

XIII. **Finance.**

1. The Finance Committee shall present to the Executive Committee at its annual meeting or at such times as the Executive require, a financial statement of receipts and expenditures incurred by the Council during the past year, and a budget based on estimates for the work contemplated for the ensuing year.

2. All monies contributed by the Sections or by members of the Commissions or other persons, shall be paid to the Treasurer.

3. An auditor or auditors shall be appointed at the annual meeting of the Executive Committee, and it shall be his or their duty to examine the accounts and vouchers relating thereto. The auditor's report will be submitted to the Executive Committee for approval.

4. The Commissions shall not be authorised to make payments beyond what is allowed them in their share of the budget. If special circumstances justify extra payments, the consent of the Chairman of the Executive Committee and of the General Secretary shall be obtained before the proposed extra payments are made.

XIV. **Publicity.**

Questions of publicity and the press shall be determined by the Council at each meeting.

XV. **Substitutes and Vacancies.**

1. The Executive Committee shall have power, in consultation with the Sections, in case any vacancy shall occur amongst the officers between two meetings, to fill such vacancy by electing a new officer to serve until the next meeting of the Council.

2. Members of the Executive Committee and of the Council may be represented by their substitutes in any meeting which they cannot attend, in accordance with any regulation of the Church or Section to which they belong.

3. Where the principal is present at a meeting of the Council his substitute shall not be officially invited by the Council to its meetings, nor shall the Council undertake any financial responsibility for his travel or entertainment; nevertheless he may attend the meetings of the Council provided he takes no part in the voting. He may, however, take part in the debate if invited to do so by the Chairman.

4. Vacancies occurring in the membership of the Council shall be filled by the same procedure as the original appointment, in order to preserve the proper distribution of the membership of the Council.

5. At the request of any Section the Chairman and General Secretary are authorised to invite to the meetings of the Council representatives of Churches or countries belonging to the Section, but not actually represented.

XVI. **Suspension of Bye-laws.**

Any one or more of the bye-laws, in any case of urgency or upon motion made on a notice duly given, may be suspended at any meeting so far as regards any business at such meeting, provided that three-fourths of the members of the Council present and voting shall so decide.

XVII. **Amendments.**

Any of these Bye-laws may be amended at any regular meeting of the Council, providing notice of such change has been given to all members of the Council in writing six weeks prior to the meeting.

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